

**City Council Meeting Minutes
February 10, 2020**

The regular meeting of the Douglas City Council was held on Monday, February 10, 2020, at 5:30 p.m. in the Council Chambers of City Hall at 101 N. 4th Street, Douglas, Wyoming.

CALL TO ORDER/PLEDGE OF ALLEGIANCE/ROLL CALL: Mayor Kemper called the meeting to order and led the assembly in the Pledge of Allegiance. Upon roll call the following were present:

Mayor:	René Kemper
Council Members:	John Bartling
	Monty Gilbreath
	Kim Pexton
	Karl E. Hertz

Others Present:

City Administrator	Jonathan Teichert
City Attorney	Heather Duncan-Malone
City Treasurer	Mary Nicol
Police Chief	Ron Casalenda
Public Works Director	John Harbarger
Community Dev. Director	Clara Chaffin
IT Director	Gary Schwarz

Disclosures by City Councilmembers: Mayor Kemper asked for disclosures of any conflicts of interest for Council Members; Councilmember Gilbreath stated he would recuse himself from item 4. VI. due to a conflict.

Consent Agenda: Councilmember Bartling moved to approve the Consent Agenda as presented: **Item 2.I. Corrections, Additions, and Approval of Agenda for February 10, 2020; Item 2.II. Consideration of Resolutions and Ordinance by Title Only; Item 2.III. Warrant Register, January 2020; 2.IV. Minutes, Regular City Council Meeting, January 27, 2020; 2.V. Minutes, City Council Work Session, January 23, 2020; 2.VI. Financial Disclosure Statements FY 2020:** Councilmember Pexton seconded; no discussion and motion approved 5-0.

Public Comments: Deb Gorsuch and Jim Curley, representing Knight Cruisers Car Club addressed Council regarding the Car Show and the use of Elm Street during Jackalope Days and the upcoming construction project on Elm Street. Council and staff discussed the options already provided. Mike Wilson addressed Council regarding our recycling program and questioned why we were not taking to Casper's recycling program or stockpiling here. Council and staff discussed the options already being discussed with Casper and why stockpiling was not taking place. Steve McBride, owner of the Whistlestop Coffee Shop, approached Council regarding concerns with the upcoming Oak Street Miscellaneous Improvements project and the addendum that he was

48 advised would be issued but had not yet been issued. Council and
49 staff discussed the project and advised the addendum was just
50 received and believe all concerns were addressed.

51 **Council Items: Item 4.I. Resolution 2024, Providing Consent for**
52 **the Housing Authority of the City of Cheyenne, A/K/A the**
53 **Cheyenne Housing Authority to Provide Second Loan Opportunities**
54 **for the Purchase of Affordable Housing Within the City of**
55 **Douglas by Qualifying Low to Moderate Income Households:**
56 Councilmember Hertz moved to approve Resolution 2024 as
57 presented; Councilmember Bartling seconded; no discussion,
58 motion approved 5-0. **Item 4.II. Lease and Right-of-Way Agreement**
59 **Between the City of Douglas, Wyoming and Green Valley**
60 **Corporation, for Access to the Little Boxelder Spring Repeater**
61 **Station Site:** Councilmember Pexton moved to approve the
62 agreement as presented; Councilmember Gilbreath seconded; no
63 discussion and motion approved 5-0. **Item 5.III. Pawnbroker**
64 **Application, Douglas Pawn, Annual Renewal:** Councilmember Hertz
65 moved to approve the pawnbroker application for Douglas Pawn for
66 a term from March 1, 2020 to February 28, 2021; seconded by
67 Councilmember Pexton; no discussion and motion approved 5-0.
68 **Item 4.IV. Bid Recommendation, 2020 1 Ton Specified Cab &**
69 **Chassis w/Dump Box:** Councilmember Bartling moved to approve the
70 bid as presented and accept the bid from Greiner in the amount
71 of \$35,000, and further authorize the City Administrator to sign
72 all associated documentation; Councilmember Gilbreath seconded;
73 no discussion and motion carried 5-0. **Item 4.V. Resolution**
74 **2025, Designating Depositories for Depositing of Public Funds**
75 **for the City of Douglas:** Councilmember Gilbreath moved to
76 approve Resolution 2025 as presented; Councilmember Pexton
77 seconded; no discussion and motion carried 5-0. **Item 4.VI.**
78 **Interlocal Agreement Between Converse County Rec District #1 and**
79 **the City of Douglas, Wyoming for the operation of Douglas**
80 **Municipal Pool.** Following discussion of this item and comments
81 from Dr. Paige Fenton Hughes, Superintendent of Schools;
82 Councilmember Bartling moved to approve the agreement pending
83 legal review; Councilmember Hertz seconded; following further
84 discussion; motion carried 4-0; Councilmember Gilbreath
85 abstained.

86 **Department Reports: Item 5.I. Fire Department:** Chief Andrews
87 and Assistant Chief Panasuk reported on remodel of classroom
88 building purchased and grant request for the training facility;
89 will need a new resolution authorizing the submittal of the
90 grant for the June meeting. **Item 5.II. Administrative Services**
91 **Director/Treasurer:** Mary Nicol reported year end processes have
92 been completed and will begin working on the budget process.
93 **Item 5.III. Community Development Department:** Clara Chaffin
94 reported they are receiving a lot of questions on what can and

95 can't be done on properties so have an education period going
96 on; contractors licenses are still coming in and may have 300
97 this year; conditional use permit renewals are still coming in;
98 issued 7 building permits this year with one being Reliant who
99 will be occupying a trailer at the back of the lot while they
100 are working on the building; inspections for Boys & Girls Club
101 along with others are keeping them busy. **5.IV. Police**

102 **Department:** Ron Casalenda reported the Special Olympics Event
103 is February 21st; Bearcom will be coming to install docking
104 equipment; vehicles that went to public bid were successful and
105 sold for \$11,000 total and will look at the same process for
106 other equipment; completed one background and will be working on
107 the next phase; are waiting for one candidate to return
108 information so can start background; will be swearing in a
109 Wyoming certified individual on Wednesday; temporary stop signs
110 at Erwin and 11th have helped control traffic, will monitor and
111 if continues will see about getting permanent signs. **5.V.**

112 **Public Works Department:** John Harbarger reported the Springline
113 project has moved to the North of I25 to get thru irrigated
114 lands before April; Bathroom at Bartling Park is being worked
115 on; bids this week for Bartling Shelter which will be two times
116 bigger than any other shelter and will be in area of dog park
117 and skate park; advertising for wastewater treatment plant
118 upgrades; 5th Street improvements is 95% designed will be sent
119 for DEQ approval which may take 90 days; Council asked status of
120 Windriver, John advised project is 50% designed and hope to
121 begin in July; Council asked the status of the fence at
122 waterpark, John advised will move before park irrigation moved
123 and pool opens. **5.VI. City Administrator:** Jonathan Teichert

124 reported the Enterprise Board meeting is this week; several bid
125 openings this week and a pre-bid meeting; WAM Winter workshop is
126 February 26th thru 28th; Wyoming Business Council/SLIB meets in
127 Greybull March 5th and will be looking at City/County grant.

128 **Council Information: Item 6.I. Community Service Contract**
129 **Quarterly Reports - December 31, 2019.** No further discussion and
130 no action taken.

131 **Executive Session:** None.

132 **Adjourn:** Councilmember Hertz moved to adjourn the regular
133 Council meeting; Councilmember Bartling seconded; no discussion
134 and motion approved 5-0. Regular meeting adjourned at 6:10 p.m.

135 **ATTEST:**

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Mary Nicol, Deputy City Clerk

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Rene' Kemper, Mayor